

148 October 1953
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MEMORANDUM FOR: Colonel White

1. Within the past few days General Cabell approved issuance of a proposed Notice and Agency Field Notice on the subject of "Reduction of Excess Leave Accumulations". In general these notices exhort supervisory officials to see to it that employees reduce as much of their leave balances as exceed statutory limits. Among other things these notices state that "a uniform plan for the liquidation of excess leave accumulations will not be prescribed at this time due to the varying work requirements within and between the components of the Agency". Also it is stated that annually the Comptroller will report to the DD/A on the progress made in reducing leave balances, and that after further study it may be necessary to develop a uniform plan (presumably a year or so hence). These notices are attached as TAB I.

2. Against the background of the above, it is somewhat surprising to see that the Personnel Office now proposes a uniform plan (Personnel Staff Study, attached as TAB II). My own feeling is that the timing for putting into effect a uniform plan with mandatory provisions is poor. Many offices feel that ceiling restrictions are imposing heavier overtime requirements, and I doubt whether a mandatory plan to reduce excess leave each year by ten per cent of the total excess would win concurrence from Agency components.

3. We have two notices here which are certainly not in harmony with each other and which are proposed for almost simultaneous issuance. We would be a laughing stock if we proposed to General Cabell issuance of the notice which has been most recently presented by Personnel.

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4. I agree with [] feeling that the Notice already signed off by General Cabell should be printed and distributed. Then, at a later date, the whole matter can again be studied to see if stronger provisions should be incorporated into the permanent regulation on leave. Such study can appropriately be deferred until next year after we have a report (on the progress made in reducing excess balances) from the Comptroller, who must prepare such reports annually under the terms of the Notice approved by General Cabell.

5. The bigger so-called Security Agencies (such as State and Defense) are likewise going slow. As a matter of fact the newspapers have reported that Defense is going to defer publication of a policy at this time because of problems of reconciling tightened personnel ceilings with any program which encourages longer leave periods. The Personnel Office itself proposes that 10 years be considered as a "reasonable period of years" as that term is used by the applicable law. Hence, there is a lot of time to tackle the problem.

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6. [] told me that the Notice approved by General Cabell was scheduled to go to print today. However, at my request he agreed to have printing suspended until a decision is made by you. Recommend that [] be instructed to go ahead with publication of the Notice approved by General Cabell and that the new Personnel Office study be returned for possible future use.

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